



District of Columbia Air National Guard

Dual Technician/AGR Announcement

Announcement Number: Tech 05-078/AGR 05-374



APPLICATION MUST BE FORWARDED TO: Human Resource Office DC National Guard 2001 East Capitol Street Washington, DC 20003-1719	OPENING DATE: 29 June 05	CLOSING DATE: OUF
Position Location: 113 th CE, DCANG Andrews AFB, Maryland	Position Title, Series, Grade, Salary Range Supply Technician , 80651000 GS-2005-07 - \$35,452 - \$46,088 Maximum Military Rank: MSgt Selectee will be assigned to a compatible military position. Military Duty Assignment: 2SOXX	
AREA OF CONSIDERATION: TECHNICIAN: GROUP III (Individuals who possess necessary qualifications to become military members of the DCANG) AGR: Current On-Board Permanent Change of Station: Relocation expenses will not be paid		
Special Remarks: http://www.dcandr.ang.af.mil		
INSTRUCTION FOR APPLYING: This office will not accept applications mailed at government expense. Electronic or fax application will not be accepted. Failure to submit all documents will result in your application not being considered for employment. Applicant's application must contain current unit assignment, AFSC/SSI and military grade. All submitted documents must be current. <u>No binders please.</u> <u>If you are applying under the Technician Job Announcement the following documents are required:</u> 1.) OF612, SF171 or a Resume 2.) KSA's - Knowledge, Skills, and Ability questions must be addressed by element on a separate paper. <u>If you are applying under the AGR Job Announcement the following documents are required:</u> 1.) NGB34-1, dated Oct 2002 2.) RIP (Report of Individual Performance) 3.) DD 214 4.) Weight Standard Letter 5.) KSA's - Knowledge, Skills, and Ability questions must be addressed by element on a separate paper.		
Condition of Employment: <u>National Guard Membership:</u> Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard. <u>Electronic Funds Transfer:</u> Selectee is required to participate in electronic funds transfer/direct deposit.		
Technician Employment Questions: Debbie Cawley, Program Analysts can be reached at 202-685-9760 or DSN 325-9760.		
AGR Employment Questions: MSgt Stepfaine Bowman, Human Resource Specialist can be reached at 202-685-9772 or DSN 325-9772.		
Evaluation Process: Applications will be evaluated solely on information supplied in the application (OF612, SF171, resume and NGB34-1). Experience will be evaluated based on relevance to the position for which application is made, and whether it is full-time or part-time.		
Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, age physical handicap, or membership/non-membership in an employee organization, in conformance with NGB Regulation 690-600 and ANGR 40-1613.		



The District of Columbia Air National Guard



Is an Equal Opportunity Affirmative Action Employer

Technician Announcement Number: 05-078

AGR Announcement Number: 05-374

Position: Supply Technician, GS-2005-07

Brief Description of Duties: Manages the CE squadron mobility equipment and supply programs and provides training to drill status guardsmen in accomplishment of these task. Works with the CE Funds Manager in planning, formulating, analyzing, and coordinating CE supply budget submissions. Manages CE equipment/material accounts through a sophisticated Integrated Engineering Management computer system. Performs a variety of state and Federal purchasing agent functions to procure CE specific items through use of the Federal IMPAC card program and to accomplish all-inclusive Operations and Maintenance purchases. Maintains/utilizes current Federal supply catalogs, stock lists, GSA catalogs, cross reference lists, commercial manufacturers' parts lists and catalogs. Serves as liaison for materials and services purchased by contract. Conducts extensive research for information pertaining to complex and/or unusual supply transactions and patterns unique to Civil Engineering. Monitors, controls, and manages computerized status files concerning tools, equipment, and materials on order. Oversees and directs programs in support of CE deployment requirements. Operates and manages CE storage facilities. Coordinates movement of equipment and material to and from CE. Performs vehicle control responsibilities. Performs other duties as assigned.

Qualifications: GS-07

General Experience: Experience in clerical or office work such as maintaining records; screening, reviewing, and verifying documents; searching for and compiling information and data; or work involved in the physical handling of supplies and equipment provided this gave the candidate some general knowledge of supply transactions and regulations, procedures, identification codes.

Specialized Experience:

Must demonstrate eight-teen (12) months experience in which the following Knowledge, Skills, and Abilities (KSA's) as described below have been attained.

Knowledge, Skills and Abilities (KSA's) Statements

1. Knowledge of overall supply operations.
2. Skill in identifying and establishing special storage locations,
3. Ability to determine stock levels, and to ensure project material is separated from regularly stocked items.
4. Knowledge of specialized CE automated data processing applications and of office automation software procedures to provide a wide range of documents such as graphics or tables.
5. Skill in determining when tools and equipment should be sent for test, repair, and calibration.